

# **Middletown Public Library**

## **September 19, 2006 Board Meeting Minutes**

### **Library Conference Room**

#### **Board Members:**

**Present: John Grisham, Peter Van Steeden, Holly Levine,  
Lynda Bronaugh, Beverley Murphy, Mary Ulrich-Budlong, Ed Wray**

#### **Quorum? Yes**

**Others Present: Robert Balliot (library director), Virgel Blaschke  
(friends rep), Ed Silveira (town council liaison), Dan Kinder**

#### **Proceedings:**

- . Meeting called to order at 6:03 pm by Chair, John Grisham**
- . August 2006 minutes approved.**

#### **Correspondence:**

- . None**

#### **Presentation:**

**Motion to suspend the rules to allow Senator June Gibbs to make a  
presentation to the board. Unanimously approved.**

- . Senator June Gibbs presented a book to the library on behalf of the  
Federation of Republican Women and Legislative Commission on  
Education in conjunction with Constitution Day.**

#### **Director's progress and financial reports on the library:**

- . Director's report**
- Written report submitted. Robert Balliot orally reviewed information.**

**Report accepted.**

**-Motion to review the FMLA policy at the next meeting, Unanimously carried.**

**-Discussion of waiver requests**

**-Holly Levine voiced safety concern with shelf having a gap below one window that fingers can be caught in and the edge under the second window that sticks out at a child's eye level. Director said he would address these safety issues. Director stated he was near completion of Phase 1 with the exception of the missing tops to shelves. He is waiting for the shelf company regarding the tops.**

**. Financial report**

**-Flash budget not available. Director will send to trustees as soon as available.**

**Committee reports:**

**. Children's room improvement committee**

**- Update given in director's report.**

**. Budget Committee**

**- No report**

**. Friends of MPL**

**- Virgel Blaschke reported the preview party will be held on Oct 13 from 6-9 pm. And the book sale will be from Oct 14-21. JAM has been hired to install the picnic tables. They should have a date for the installation soon. The friends will be sponsoring a blood drive on Nov 27, 2006 from 1-4pm.**

**. IT Committee**

**- No report**

- . Evaluation Committee**
- No report**
- . Contract Negotiation Committee**
- Report received in executive session.**
- . Program Committee**
- No report**

#### **Unfinished Business:**

- Executive session minutes. Reserved for executive session.**
- Chairman reviewed requirements for executive session minutes.**

#### **New Business:**

- Discussion of Possible Amendment to By-Laws re Vacancies/Leaves of Absence.**
- . According to by-laws change must be submitted to all trustees at least 10 days before the vote. John Grisham to look in to what is allowable by town charter and to send out a proposed change to trustees for a vote at the October 2006 board meeting.**

**Motion to defer to next meeting the change of By-Laws regarding a leave of absence verses vacancy. Unanimously carried.**

#### **-Committee Appointments**

- . Budget Committee – John Grisham (chair), Peter Van Steeden**
- . Contract Negotiation – Peter Van Steeden , Holly Levine**
- . Evaluation Committee – Lynda Bronaugh (chair), Ed Wray, Mary Ulrich-Budlong**

- . Friend's Laison – Beverley Murphy (chair), Ed Wray**
- . Programs Committee – Holly Levine (chair), Beverley Murphy, Lynda Bronaugh**
- . Children's Room Committee – Beverley Murphy (chair), Mary Ulrich-Budlong, Holly Levine (alternate)**
- Discussion re: Open Meetings Requirements**
- . Chairman John Grisham reviewed Open Meeting Law. All public libraries are subject to it. Anticipated annual meeting dates for the calendar year needs to be posted. Agenda 48 hours in advance unless emergency in 2 prominent locations plus electronically on the secretary of website at least 2 business days in advance unless it is an emergency. All subcommittees need to keep minutes. Requirements for minutes are 1.) Date, time and place of meeting, 2.) List members present or absence, 3.) Maintain a record of any votes taken and the names, 4.) Any other relative information that a member asks to append to the minutes. Requirement for keeping minutes apply to the executive session. The minutes must be made available no more than 35 days after at the library. All meetings must be handicapped accessible. Any matters regarding personnel the person being discussed must be given a written notice of this meeting and given the option to hold to have the meeting open to the public.**

**7:00 Open Call By Chair Announcing Executive Session Pursuant to RIGL 42-46-2, 42-46-4, 42-46-5(a) specifically personnel matters. Robert Balliot has been notified in writing.**

**Robert Balliot requested the personnel matter be in open session.**

## **Public Forum –**

**Guideline for tonight was 5 minutes limit per speaker. Time limit exception made for Robert Balliot**

**Robert Balliot began the open session with a presentation. Many citizens voiced their opinions. Expressed were concerns about politics and the library and it's board, Robert Balliot's numerous positive interactions with them, the town/library website management, email correspondence plus personal experiences with the library and it's staff. John Grisham concluded the discussion with a presentation of his perception of the facts precipitating the need for personnel action regarding Robert Balliot's job performance as director.**

**8:35-8:47 break**

**Motion to readopt Robert Balliot's evaluation approved. (In favor-John Grisham, Peter Van Steeden, Holly Levine, Lynda Bronaugh, Beverley Murphy. Abstained- Mary Ulrich-Budlong. Apposed-Ed Wray.)**

**Motion to table action tonight until we reconvene a meeting on October 26, 2006 at which time the director and the board will present to each other a document of here is what we need to go forward, here is what makes sense for us in going forward. (In Favor-John Grisham,**

**Peter Van Steeden, Holly Levine, Lynda Bronaugh, Beverley Murphy, Ed Wray. Abstained- Mary Ulrich-Budlong.)**

**Motion to make the subcommittee to draft the documents discussed in the previous motion. (In favor-John Grisham, Peter Van Steeden, Holly Levine, Lynda Bronaugh, Beverley Murphy. Abstained-Ed Wray, Mary Ulrich-Budlong.)**

**Chairman John Grisham appointed Lynda Bronaugh, Holly Levine and John Grisham to the subcommittee.**

**9:55 Open Call By Chair Announcing Executive Session Pursuant to RIGL 42-46-2, 42-46-4, 42-46-5(a) specifically collective bargaining.**

**Motion to go in to closed executive session for those purposes unanimously approved.**

**Public left, door closed, session called to order at (9:56) pm – Executive session adjourned at (10:30) pm, doors opened, returned to open meeting at 10:30pm**

**-Motion to approve the executive session minutes from the October 18, 2005 session consecutive thru the July 18, 2006. Unanimously approved.**

**-Motion to seal August 15, 2006 executive minutes on the grounds it deals with the strategies of labor negotiations. Unanimously**

**approved.**

**Motion to seal the minutes of the current executive session on the grounds it deals with the strategies of labor negotiations. Unanimously approved.**

**Announcement:**

**Next board meeting will be October 26, 2006.**

**Patrick Crowley, NEARI representative requested to speak for 5 minutes. Chairman informed Patrick that the open call was pertaining to another matters. Patrick asked if the letter he sent was shared with the full committee. Chairman stated that there wasn't anything that we were bound to address.**

**Meeting adjourned at 10:45 pm.**

**Minutes submitted by Secretary, Holly Levine**